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LS-1051

Office Memorandum • UNITED STATES GOVERNMENT

TO : Task Force

FROM : Assistant General Counsel

SUBJECT: ~~Air~~ Travel Expenses for Prospective Agents

DATE: 28 November 1951

1. It is my opinion that Assistant Directors possess adequate authority to allocate funds for travel expenses for prospective agents under their general project or project development powers. Hence, it would appear that past charges against project or project development have been proper, and may be related to existing parts of the CFR's for vouchering and accounting purposes. In this connection, you may wish to consider paragraph 4 (c) below.

2. What is involved with respect to travel and subsistence expenses is the appropriate standard of entitlement and the governing standard of accounting. Since these standards are dependent upon the facts and circumstances of each case, it follows that any regulation governing such cases should establish guiding principles upon which certification and audit may be based and yet retain sufficient flexibility to handle varied requirements of the operational office concerned.

3. This principle finds expression in 12.0, et seq., of the CFR's, where the standards proceed from restrictive (SGTR, true name accountings, certification, itemization, etc.) to liberal (certification in pseudonym, minimum accounting, or perhaps no accounting where security considerations dictate). Which alternative is to apply, or what standards are appropriate in each case, calls for the exercise of discretion on the part of the certifying officer and presumably has been the basis on which past certifications have been made.

4. In connection with any issuance, whether it be an amendment to CFR's or the designation of officers by Assistant Directors to authorize travel, etc., I believe the following comments may be helpful:

- a. Clarify the extension of the term "senior staff officer."
- b. Delete the last five words of paragraph d. of the proposed 9.2 since payments are not, as a matter of practice, made by the Chief, Finance Division.
- c. With respect to placement in the CFR's, perhaps the following reference and language would be helpful:

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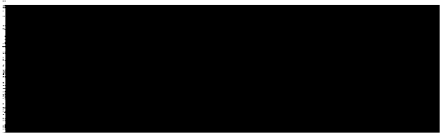
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-2-

".....6.0 b. Candidates or applicants for other than staff employment by CIA will not perform invitational travel at government expense without the prior authorization of the Assistant Director concerned, or his designee."

5. The foregoing are suggestive and therefore in no way affect the concurrence of this office.

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OGC/JBK:imm

Attachment - Concurrence sheet

Distribution:

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I do (not) concur: _____

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